



# City of Lloydminster

# Policy

<b>Policy Title:</b>	Landfill Tipping Fee Exemption Policy	<b>Policy Number:</b>	430-01
<b>Date of Adoption:</b>		<b>Motion Number:</b>	
<b>Date of Amendment:</b>		<b>Motion Number:</b>	

## 1. Purpose:

- 1.1. To provide and establish a Landfill Tipping Fee Exemption for Non-Profit Organizations who are involved in charitable activities resulting in diversion of recyclable or reusable materials from the landfill.
- 1.2. To provide and establish a temporary Landfill Tipping Fee Exemption for volunteer groups conducting clean-up events on public property (eg. Parks, roadways, etc).

## 2. Definitions:

<b>Administration</b>	An employee or contract employee of the City of Lloydminster.
<b>Charitable</b>	Relating to the assistance of those in need.
<b>City</b>	The corporation of the City of Lloydminster.
<b>Landfill</b>	A waste processing facility where waste is disposed by burying or is diverted by recovering re-usable materials from waste for recycling.
<b>Member of Council</b>	An individual elected pursuant to <i>The Local Government Election Act, 2015</i> (Saskatchewan) as a Member of Council.
<b>Non-Profit Organization</b>	As defined in Section 183(f) of <i>The Lloydminster Charter</i> .
<b>Recyclable Material</b>	Material or refuse that can be recycled (metal, paper, plastics, electronics, and etc.)
<b>Tipping Fee</b>	Charge levied upon a given quantity of waste received at a landfill for disposal

## 3. Scope:

- 3.1. This policy is applicable to any Non-Profit Organization engaged in charitable activities resulting in diversion of recyclable or reusable materials from the landfill. The policy only applies to materials the Non-Profit Organization is not able to put back to the community.

- 3.2. This policy is also applicable to volunteer groups conducting a clean-up event on public property. This policy does not apply to regular household or commercial garbage with the exception of materials/refuse from a pre-organized clean-up event **with the approval of the City Manager or designate.**

#### **4. Objective:**

- 4.1. This policy outlines the eligibility requirements and application procedure for a Landfill Tipping Fee Exemption relating to materials Non-Profit Organizations are unable to put back to the community.

#### **5. Policy Instructions:**

- 5.1. Non-Profit Organizations meeting the following requirements are eligible to apply for Landfill Tipping Fee Exemption:
  - 5.1.1. Organization must be classed as a Non-Profit Organization by the Canada Revenue Agency;
  - 5.1.2. Non-Profit Organization must be engaged in charitable activities resulting in diversion of recyclable or re-usable materials from the landfill;
  - 5.1.3. Non-Profit Organization must operate and provide services within the corporate boundaries of the City of Lloydminster.
- 5.2. A temporary Landfill Tipping Fee Exemption may also be granted to volunteer groups conducting clean-up on public property. Exempt status shall only be valid throughout the duration of the clean-up event. Volunteer groups conducting a clean-up event must allow **a minimum of 2 weeks** for processing of application.
- 5.3. Landfill Tipping Fee Exemption may be granted by the **City Manager or designate** to an eligible Non-Profit **Organization** if all terms and requirements of this Policy are fully met. **Exemption is initially valid for three (3) years from the date of issuance, unless otherwise specified in the terms and conditions. A recurring renewal may be granted if the Non-Profit Organization maintains good standing and there no changes to their eligibility.**
- 5.4. **Any changes to the Non-Profit Organization's status or operations must be promptly reported to the City Manager or designate. Failure to do so may result in the revocation of the Landfill Tipping Fee Exemption. The renewal of exempt status is subject to a thorough review of the Non-Profit Organization's continued eligibility to this Policy criteria and**

renewal of exempt status is not guaranteed.

- 5.5. Regular Landfill Tipping Fees will apply for all non-eligible organizations or non-eligible materials.
- 5.6. Loads are subject to inspection at the City of Lloydminster Landfill.

## **6. Penalty:**

- 6.1. Any member of Administration found to be in violation of this Policy may be subjected to a disciplinary action. Such action may be dependent upon the nature of the breach of this Policy; discipline may range from a verbal warning to dismissal with cause.
- 6.2. Any Member of Council found to be in violation of this Policy may be dealt with utilizing the "*Council Code of Ethics Bylaw*" or provisions of "*The Lloydminster Charter*."

## **7. Responsibility:**

- 7.1. City Council shall review and approve all policies.
- 7.2. Administration shall administer this Policy through the use of a supporting procedure.
- 7.3. Sponsoring Department shall be responsible for creating and amending a supporting procedure.